

100th District #2 Integrating Committee Meeting Minutes
April 1, 2005 – 8:00 a.m.
Springfield Township
Allan Paul Room
9150 Winton Road
Cincinnati, OH 45231

Chairman Brayshaw called the 100th District #2 Integrating Committee Meeting to order at 8:07 a.m.

Board Members Present: Chairman – William Brayshaw, Board Member – Tom Bryan, Board Member – Eileen Enabnit, Board Member – Bill Moller, Board Member – David Savage, Board Member – Scott Stiles and Vice-Chairman – Joseph Sykes

Alternate Members Present: Alternate Member – Bo Bemies (*Voting Alternate for Board Member Brooks*)

Excused Absence: Board Member – Dan Brooks, Board Member – Richard Huddleston and Alternate Member – Dave Wagner (*Voting Alternate for Board Member Huddleston*)

Support Staff & Guest Present: Hamilton County – Mr. Pat Ashcraft, Mr. Joe Cottrill, Mr. John Beck, and Mr. Doug Riddiough; City of Cincinnati – Mr. Dick Cline, Mr. Greg Long, Steve Niemeier and Mr. Bill Shefcik; Delhi Township – Mr. Bob Bass; City of North College Hill – Mr. John Knuf; OPWC – Mr. Michael Miller; City of Norwood – Mayor Thomas Williams and Mr. Joe Geers; JMA Consultants – Mr. John Goedde and Ms. Jennifer Vatter

Introductions:

◇ **Michael Miller – Ohio Public Works Commission (OPWC)**

Chairman Brayshaw introduced Michael Miller who will be serving as the new District #2 Integrating Committee Representative of the Ohio Public Works Commission.

Chairman Brayshaw conveyed to Mr. Miller the need for close communications between the District #2 Integrating Committee and OPWC regarding both Issue II and the Third Frontier being put on the ballot this November.

Mr. Miller acknowledged the Third Frontier would probably be attached to the program as one initiative. Relaying further that the November ballot is starting to look crowded and that it would probably be called Issue I. This is currently being debated in the General Assembly, and it was felt the House and Senate were closer to merging the two together as one item on the ballot.

Mr. Miller noted that if the issue is successful, the Third Frontier will go back to the Ohio Department of Development and the Issue II portion will go back to OPWC. Further acknowledging the funds being administered separately and in the same manner for the Issue II portion.

◇ **Scott Stiles – Board Appointment for the City of Cincinnati**

Chairman Brayshaw introduced Mr. Scott Stiles and acknowledged that he would be serving as a new board member on the District #2 Integrating Committee. It was noted that a letter had been received by the City Manager of the City of Cincinnati, dated January 7, 2005. This letter acknowledged that on March 7, 2005 Mr. Stiles would be replacing Mr. Rashad Young and that Mr. Chad Munitz would continue to serve as an Alternate Member for this appointed position. (*Copy of Letter Attached*)

Mr. Stiles shared that he is currently the Assistant City Manager for the City of Cincinnati and has been with the City of Cincinnati for about eighteen years. He worked previously as a Special Assistant to the City Manager and a Real-Estate Manager and is happy to be part of the committee.

Approval of Minutes:

Board Member Savage moved for the approval of the minutes from the 99th Integrating Committee Meeting dated December 3, 2004; seconded by Board Member Sykes and the motion carried unanimously.

Order of Business:

Board Member Enabnit requested to change the order of business. Acknowledging that under “Old Business” that the City of Norwood be able to speak prior to the “Support Staff Items” due to the possibility of lengthy discussions on the proposed rating system. All Board Members present were in agreement.

Old Business:

- ◇ **City of Norwood** –Board Member Savage acknowledged that at the previous board meeting he made a motion requesting the City of Norwood to submit a detailed report to the Integrating Committee Board justifying essentially what the City of Norwood asked for. Board Member Savage acknowledged that he read through their report and is fully convinced this happened because of no untoward motives on their part, and that it was something that just happened to them. *(Report from the City of Norwood Submitted Previously)*

Board Member Savage moved that there be no penalty for failure to carry out the project assessed to the City of Norwood because of the failure to carry out the sewer improvement project that was previously approved; seconded by Chairman Brayshaw and the motion carried unanimously.

Board Member Moller noted for the record that the City of Norwood also submitted in their report a letter from the Auditor of State, which further indicated their fiscal condition.

- ◇ **Issue II Renewal Update** – Chairman Brayshaw acknowledged a form letter that is currently being distributed statewide by the District #2 Integrating Committee. This document illustrates a summary of funding from various sources that OPWC has provided statewide, which can also be utilized by other Integrating Committee’s to share with their local jurisdictions. It was suggest that other Integrating Committees would incorporate their information into this form letter along with the OPWC statewide summary of funding.

It was also stated that referenced letter would be forwarded electronically to all board members and if they desired, they could use this form letter for their distribution. It was recommended that board members forward their letters to the members of the General Assembly. It was also noted that Flexible Pavements would be publishing an article regarding this matter in their next newsletter. *(Copy Attached)*

Support Staff Items:

- ◇ **Change in Priority Listing for Round #19 Small Government Projects**

Mr. Cottrill provided an overview of how the Round #19 Small Government Projects priority listing were generated. Within this spreadsheet highlighted changes were noted in red. *(Copy of Spreadsheet Attached)*

Mr. Cottrill shared that when he originally submitted this listing to OPWC he received a call back from Dave Kern acknowledging the District #2 Integrating Committee had no projects that could be funded based on the scoring priority.

Mr. Cottill noted that Mr. Kern went through each project with the recommendation to move the Village of Newtown – Project NEW-R19-001-2C – Church Street Improvements Phase II Project that was originally listed as #10 on the listing to the #1 position. Further acknowledging that project could receive enough points to get funded if moved. It was confirmed the Village of Newtown had to change their Useful Life, in which OPWC acknowledged receipt of that change. Mr. Cottrill stated that by moving this project from the #10 position to #1 position that District #2 Integrating Committee should receive (58) or (59) points. By making this change it was shared that the Village of Newtown would have a better chance of receiving their grant totaling \$686,000.

Mr. Cottrill recommended the District #2 Integrating Committee to change the priority listing of the Small Government Projects, switching the former #10 project for the Village of Newtown to the #1 position and then placing the Village of Mariemont project into the #10 position. It was noted that the Village of Mariemont project would not have been contingent in the #1 position, nor would any projects #2 through #9 be in contingent for direct funding either.

After further discussion, it was acknowledged by Mr. Cline of the Support Staff that the Village of Mariemont had been contacted unofficially about the change in the rating. It was also determined that in the future, if this type of change were to occur, that the jurisdiction would be notified officially prior to a meeting in order to give them an opportunity to express any of their concerns regarding a change.

Board Member Savage moved that the District #2 Integrating Committee adopt the Revised Priority Listing for the Small Government Projects for Program Year 2005 – Round #19 as submitted; seconded by Board Member Moller and the motion carried unanimously.

◇ **Proposed District #2 Integrating Committee Schedule & Rating System for Round #20**

Mr. Cottrill provided a detailed overview and explanation of the proposed revisions. The attached handouts reflect the proposed revisions by showing the deleted text in strikeout mode, along with the proposed revisions in red text: (*Handouts Attached*)

- PY 2006 - Schedule for SCIP/LTIP Funds - Round #20
- PY 2006 - Project Selection Criteria for SCIP/LTIP Program - Round #20 - 7/1/06 thru 6/30/07
- PY 2006 - Addendum to Rating System – Round #20
- PY 2006 - Additional Support Information – Round #20
- PY 2006 - Handbook Rules & Regulations – Round #20

During open discussion, the following items were recommended:

- Board Member Bryan made the recommendation for the Support Staff to incorporate both the “Project Selection Criteria for SCIP/LTIP” and the “Addendum to the Rating System” into one document in future rounds. It was agreed by all, this would be much easier for the applicants and Board Members to review.
- **Revision** - *Addendum to the Rating System – Criterion 1 – Condition* – Condition of the particular infrastructure to be repaired, reconstructed or replaced shall be a measure of the degree of reduction in ~~quality from its intended purpose~~ condition from its original state.
- Board Member Savage suggested further discussions by the Support Staff on the item under “Economic Growth” (*retail, non-retail and non-residential*) for subsequent rounds with a point of view as to whether or not we could begin to take this kind of degree of sophistication into account.

Board Member Brayshaw also suggested that the Support Staff try to obtain a copy of what the Ohio Department of Transportation and the Ohio Department of Development are currently using as their guidelines and then utilize that information within Round #21.

After further discussion and debate, the following was recommended:

Board Member Savage recommended that the Addendum to the Rating System under Criterion 6 “Economic Growth” in Round #20 be approved as submitted. Further suggesting that the Support Staff undertake the study and come up with a recommendation, which could be discussed and considered for implementation in Round #21. After further discussion, it was acknowledged that everyone was in agreement with Board Member Savage’s recommendation.

- **Revision** - *Addendum to the Rating System – Criterion 7 – Matching Funds - Local* – Ten points shall be awarded if the a loan request is at least 50% of the total project cost. ~~For loan requests for less than 50% of the total project cost, points will be awarded based upon the schedule listed for this criterion on the rating form.~~ If the applying agency is not a user fee funded agency, any user fee funds in the project will be considered as other matching funds.
- **Revision** – *Addendum to the Rating System – Criterion 10 – Readiness to Proceed* – A jurisdiction receiving approval for a project and subsequently canceling the same after the bid date on the application will ~~not be considered for funding in the subsequent funding round~~ receive zero points under this criterion for this and the following funding round, unless a variance is approved by the Integrating Committee.

Board Member Savage moved adoption of the District #2 Integrating Committee Round #20 Schedule and Round #20 Rating System with respect to the noted revisions as discussed within Criterion #1, #7 and #10; seconded by Board Member Bryan and the motion carried unanimously.

Small Government Sub-Committee Update:

- ◇ Board Member Bryan announced there would be a Small Government meeting next week. The agenda should consist of the election of officers, discussion of Round #19 and the establishment of the May meeting date. Board Member Bryan will be attendance at the meeting next week and both he and Mr. Cottrill will be in attendance at the May meeting.

New Business:

- ◇ Mr. Cottrill reminded all Board Members and Alternate Members they will have one year before they must be either reappointed or replaced by May 2006. It was further recommended that letters be submitted in a timely manner.
- ◇ Mr. Cottrill requested four volunteers from the District #2 Integrating Committee to sit on the Nominating Committee for the appointment of three new NRAC Members this fall. Chairman Brayshaw suggested that someone from the Township Association, Municipal League, City of Cincinnati and Hamilton County participate on this Nominating Committee. The following members volunteered:
 - Alternate Member Bo Bemmes – City of Reading
 - Board Member Tom Bryan – Springfield Township
 - Board Member Moller – City of Cincinnati
 - Chairman Brayshaw – Hamilton County

It was acknowledged that Mr. Cottrill would get back with the volunteers to establish the date, time and location for this meeting. *(At a later date this meeting was confirmed for July 29, 2005 at 8:00 a.m. at the Hamilton County Engineer's Burlington Office).*

- ◇ For the record, Mr. Cottrill excused himself from the meeting in order to attend Jury Duty.
- ◇ After all agenda items were discussed and voted upon, Mr. Cline acknowledged one more item of business that was still unresolved. Further noting that it pertained to an application with a combination loan/grant, in which the applicant considers a loan as part of the local match, acknowledging the points would then be awarded accordingly with the rating system. Everyone agreed this should be addressed and OPWC was in agreement this could be done.

Mr. Cline requested further to include the following language within the documentation: That in a grant/loan combination that the loan would be considered part of the local match. The entire local match has to be paid back. If someone came in and requested a 90% grant and a 10% loan with no money out of pocket, would that be permitted? Currently if it is a grant project, we require a 10% local match. If you consider loans now to be a local match, is that loan acceptable as the 10% minimum?

Mr. Bass noted that you currently have the same situation with MRF funds. They are allowing jurisdictions that are applying for 90% grant and 10% MRF as another match. If it is funded the jurisdiction has 0% money into the project.

Mr. Cline stated the question, asking the Integrating Committee if they want the minimum local match requirement to be out of the pocket of that local jurisdiction? Or can that take the form of an OPWC loan, MRF match or some other funding coming in?

Board Member Savage shared his point of view stating that he would like to see it come out of pocket. This is a level of commitment that needs to be there. Noting there must be at least a 10% local match from the local jurisdiction.

After further discussion, it was decided that in a grant situation that 10% of the money coming into the project must be from non-OPWC sources.

Mr. Cline acknowledged the question on the table is whether any matching money that the minimum of 10% has to be provided by non-OPWC source and even a loan. There was no vote taken, but the consensus of the group agreed the language should be incorporated within the Round #20 Handbook Rules & Regulations. *(At a later date it was realized that suggested language did not get incorporated into the Round #20 Handbook Rules & Regulations).*

Proposed Meeting Date:

- ◇ It was agreed the next District #2 Integrating Committee meeting would convene on Friday, September 9, 2005 at 1:30 p.m. at Springfield Township. At this meeting the Brownfield project priorities will be determined.

By consensus the 100th Integrating Committee meeting adjourned at 10:30 a.m.

Respectfully submitted,



Cathy Listermann
Recording Secretary

100th District #2 Integrating Committee Meeting
Springfield Township Building
9150 Winton Road
Cincinnati, OH 45231
April 1, 2005 – 8:00 am

AGENDA

- 1) Meeting Called to Order – Chairman Brayshaw
- 2) Introductions:
 - Michael Miller – New District #2 Representative – Ohio Public Works Commission
 - Scott C. Stiles – New Integrating Committee Member - City of Cincinnati
- 3) Approval of the 99th Integrating Committee Meeting Minutes - December 3, 2004
- 4) Support Staff Items:
 - Change in Priority Listing for Round #19 Small Government projects (See Attached)
(Vote Required)**
 - Proposed Rating System/Schedule for Round #20 (See Attached)
(Vote Required)**
- 5) Small Governments Sub-Committee:
 - The Small Government Commission will hold a vote on the Round #19 Small Government slate of projects in May 2005. The District Liaison will be in attendance at this meeting.
- 6) Old Business:
 - City of Norwood – Keep the existing penalty or remove it.
(Vote Required to Remove Penalty)**
 - Issue II Renewal Update
- 7) New Business:
 - Reminder – All District #2 Integrating Committee Board Members and Board Alternate Members must be either reappointed or replaced by May 2006.
 - Four volunteers are needed for the NRAC Nominating Committee to recommend three new NRAC Members.
- 8) Proposed Meeting Date:
 - Friday, September 9, 2005 at 1:30 p.m. at Springfield Township Administration Building (Allen Paul Room).
 - Purpose of Meeting: Setting priorities of Brownfield Projects and selecting/reappointing three NRAC Members.
- 9) Meeting Adjourn

***Note: Seven (7) affirmative votes are required to approve any item on the agenda.*

Website address for District 2 SCIP/LTIP page:
www.hamilton-co.org/engineer/SCIP/ltip.htm

Website Address for Clean Ohio page:
www.pwc.state.oh.us/clean_ohio.htm

100th District #2 Integrating Committee Meeting

Springfield Township Building
Allen Paul Room
9150 Winton Road
Cincinnati, OH 45231

8:00 a.m.

April 1, 2005

BOARD ATTENDANCE LIST

<u>NAME</u>	<u>AFFILIATION</u>	<u>PHONE</u>
Eileen Enabuit	Cincinnati	352-6232
Joe Sykes	HCTA	941 3393
Bill Moller	Cincinnati	352-6275
Bo Bemmes	Reading	509 8619
DAVE SAVAGE	Wyoming (HCA)	821-7600
Tom Bryan	Springfield Twp (HCTA)	522-1410
Wm. Brayshaw	HCE	946-8902
Scott Stiles	Cincinnati	352-5373

<u>NAME</u>	<u>AFFILIATION</u>	<u>PHONE</u>
Doug Riddiough	H.C.R.	946-4277
Bill Shefcik	CITY OF CINTI	352 5273
Steve Niemeier	" " "	352-3738
Cathy Listermann	HCE	946-8902
Joe Cottrill	HCE	946-8906

100th District #2 Integrating Committee Meeting

Springfield Township Building
Allen Paul Room
9150 Winton Road
Cincinnati, OH 45231

8:00 a.m.

April 1, 2005

VISITOR LIST

<u>NAME</u>	<u>AFFILIATION</u>	<u>PHONE</u>
<u>PAT ASHCRAFT</u>	<u>HAM. CO. ENG.</u>	<u>946-8430</u>
<u>GREG LONG</u>	<u>CITY OF CINCINNATI</u>	<u>352 5289</u>
<u>Bob Bass</u>	<u>Delhi Twp</u>	<u>922-8609</u>
<u>JOHN BECK</u>	<u>HAM. CO. ENG.</u>	<u>946-4267</u>
<u>John Knuf</u>	<u>NCH</u>	<u>521-7413</u>
<u>JOE BEERS</u>	<u>CITY OF NORWOOD</u>	<u>458-4503</u>
<u>THOMAS WILLIAMS</u>	<u>" " " "</u>	<u>458-4501</u>
<u>JOHN GOEDDE</u>	<u>JMA</u>	<u>721-5500</u>
<u>DICK CLINE</u>	<u>CITY OF CINCINNATI</u>	<u>352-6235</u>
<u>Jennifer Vatter</u>	<u>JMA</u>	<u>721-5500</u>
<u>michael miller</u>	<u>OPWC</u>	<u>614-752-9343</u>